

Obtaining Indiana Cemetery Heritage Signs

A joint program of the

**Cemetery Heritage Initiative
of the Historical Marker Program
Indiana Historical Bureau**
www.IN.gov/history

**Cemetery and Burial Grounds Registry
Division of Historic Preservation and Archaeology
Department of Natural Resources**
www.IN.gov/dnr/historic

Cemetery Heritage Initiative, Historical Marker Program, IHB

Indiana Code 4-23-7.2-11 mandates the Historical Marker Program; the Indiana Library and Historical Board on March 30, 2001 authorized this initiative as part of the program. This Cemetery Heritage initiative has three purposes: to reinforce the importance of cemeteries as a resource for the interpretation of Indiana's history; to bring attention to the existence of Indiana's remaining cemeteries with a visual reminder of their importance; to assist the many individuals and groups working to preserve and maintain Indiana's cemeteries through a heightened awareness of their existence and needs.

Cemetery and Burial Grounds Registry, DHPA, DNR

Both historic cemeteries and prehistoric burial areas are located in our state. Cemeteries are part of our cultural landscape in which more and more citizens are becoming interested. Indiana Code 14-21-1-13.5 directs the Indiana Department of Natural Resources, Division of Historic Preservation and Archaeology (DHPA) to create a registry of all cemeteries and burial grounds in each county in Indiana. Knowing the location of as many cemeteries as possible in the state will help provide better protection of these resources. The registry will include coordination with agencies, organizations, and individuals. This project will help insure that future Hoosiers will have a wealth of information to draw upon regarding the resting places of those who have gone before us.

Eligibility Requirements to Obtain Cemetery Heritage Signs

- A cemetery must be listed in the DHPA Cemetery and Burial Grounds Registry, established by Indiana Code 14-21-1-13.5. Contact DHPA to determine if cemetery is listed.
- A cemetery must be at least fifty years old.
- Prehistoric burial areas will not be marked unless they are adequately protected.

Guidelines for Obtaining Cemetery Heritage Signs

1. The two-page Application must be completed and sent to the
Cemetery Registry Coordinator
Division of Historic Preservation and Archaeology, DNR
402 W. Washington Street, Room W274
Indianapolis, IN 46204
2. Applicant may be awarded more than one sign for the same site.
3. Applicant must pay the full cost of the sign(s), plus shipping, handling, and tax.
4. All sign(s) must be pre-paid when billed by the Indiana Historical Bureau.

Questions?

Jeannie Regan-Dinius, DHPA, DNR - 317-232-1646; jrdinius@dnr.state.in.us

Matt Allison, Indiana Historical Bureau - 317-232-2535; mallison@statelib.lib.in.us

Application for Cemetery Heritage Sign(s) page 1 of 2

SITE PERMISSION

Section 1. Applicant Information

Name of Applicant _____

Address _____

City/state / zip code _____

Telephone number _____

E-mail _____

Section 2. Cemetery Information - Cemetery Registry ID # _____

Cemetery name as listed in the Cemetery Registry _____

Location of Cemetery—Address/GPS reading _____

County _____

Section 3. Cemetery Owner Information

Name(s) of property owner(s) of cemetery _____

Address _____

City/state / zip code _____

Telephone number _____

E-mail _____

- Nature of owner (please circle one of the following)

Local government Private entity Individual

Section 4. Proposed Site for Sign

Address and legal description must be provided. Please provide photograph of proposed site and map indicating proposed location of sign. In accordance with IC 14-21-1-26.5, any ground disturbance within 100 feet of a cemetery must have approval of DHPA.

This site IS within 100 feet of the cemetery.

This site IS NOT within 100 feet of the cemetery.

Section 5. Approval of Property Owner to Install Cemetery Heritage Sign(s)

- I hereby grant permission to install on the property, as described in Section 4, Cemetery Heritage sign(s).
- The description above and the enclosed photograph(s) and map(s) are accurate representations of the site to the best of my knowledge.
- I affirm that I have the authority to give permission for the entity named in Section 2 to install the sign(s).

Signature _____ Date _____

Printed Name _____

Approval by Division of Historic Preservation and Archaeology to locate Cemetery Heritage sign(s) at the proposed site(s) as indicated in Section 4. _____ Signature / Title / Date / ID Number

ORDERING INFORMATION

- Orders will be acknowledged and billed by the Indiana Historical Bureau to applicants; payment must be received before the order can be submitted.
- Text for markers will be approved by applicants as part of the billing process.

1. Text for sign(s) ordered. Please use an additional sheet for multiple signs.

- Name of cemetery as listed in the Cemetery and Burial Grounds Registry _____

- Establishment date (year), as listed in the Cemetery and Burial Grounds Registry _____

- Name(s) to be used in credit line (usually the person or organization providing the funding):

2. Summary of Order—Number of signs

_____ signs with text indicated in 1. above

3. Billing Information

Name _____

Address _____

City / state / zip code _____

Telephone number _____

E-mail _____

Tax Exempt No. _____

CEMETERY HERITAGE

NAME OF CEMETERY

EST. DATE

A HISTORIC CEMETERY LISTED IN
INDIANA'S CEMETERY AND BURIAL GROUNDS
REGISTRY OF THE INDIANA DEPARTMENT OF
NATURAL RESOURCES

INSTALLED 2003 INDIANA HISTORICAL BUREAU
AND LOCAL DONOR NAME

Sign Specifications

- All signs are 24" x 24" .080 gauge aluminium with Scotch Lite 3M UV coating. There are 4 holes for installation on posts or other surfaces. The 4 corners are rounded.
- Background color is dark blue; art and lettering are yellow. The sign is designed to suggest the traditional Indiana state marker.
- Signs are custom printed with the name, date of establishment of cemetery, and credit line. Text is on one side only.
- Cost is approximately \$129; shipping, handling, and tax will be added as appropriate.